

# STATE PROPERTIES REVIEW BOARD

## Minutes of Meeting Held On November 13, 2014 State Office Building, Hartford, Connecticut

The State Properties Review Board held its regularly scheduled meeting on October 27, 2014 in the State Office Building.

**Members Present:** Edwin S. Greenberg, Chairman  
Bruce Josephy, Secretary  
Mark A. Norman  
John P. Valengavich

**Members Absent:** Bennett Millstein, Vice Chairman  
Pasquale A. Pepe

**Staff Present:** Brian A. Dillon, Director

Chairman Greenberg called the meeting to order.

Mr. Josephy moved and Mr. Norman seconded a motion to enter into Open Session. The motion passed unanimously.

### OPEN SESSION

**ACCEPTANCE OF MINUTES OF NOVEMBER 6, 2014.** Mr. Norman moved and Mr. Valengavich seconded a motion to approve the minutes of November 6, 2014. The motion passed unanimously.

### REAL ESTATE- UNFINISHED BUSINESS

Mr. Josephy moved and Mr. Norman seconded a motion to go out of Open Session into Executive Session. The motion passed unanimously.

### EXECUTIVE SESSION

**PRB #** 14-242 **Transaction/Contract Type:** RE / New Lease  
**Origin/Client:** DAS/ DORS

**Statutory Disclosure Exemptions: 4b-23(e), 1-200(6)(D) & 1-210(b)(24)**

**PRB #** 14-243 **Transaction/Contract Type:** RE / New Lease  
**Origin/Client:** DAS/ DSS

**Statutory Disclosure Exemptions: 4b-23(e), 1-200(6)(D) & 1-210(b)(24)**

The Board commenced its discussion of these proposed agreements at 9:35 a.m. and concluded at 9:51 a.m.

Mr. Josephy moved and Mr. Norman seconded a motion to go out of Executive Session into Open

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Session. The motion passed unanimously.

**OPEN SESSION**

**REAL ESTATE- NEW BUSINESS**

**PRB #** 14-276 **Transaction/Contract Type:** RE /Renewal  
**Origin/Client:** DAS/DAS  
**Licensor:** Aetna Life Insurance Company  
**Property:** 1 Sigourney Street, Hartford  
**Project Purpose:** License Agreement for 671 surface lot parking spaces.  
**Item Purpose:** Approval of a License Agreement Renewal for a One-Year Term for the continued use of 671 surface parking lot spots which was previously approved by the Board under PRB File #12-062.

Staff reported that DAS seeks approval of a 12-month Renewal Term for a License Agreement to provide the surface parking lots are convenient to 25 Sigourney Street, and are leased by Aetna Life Insurance Company (“Aetna”) in part from GGC Associates (“GCC”), and in part by the City of Hartford (“City”). The City has consented to the sublease/license agreement. The lease between GGC and Aetna requires no consent from the owner.

The GGC lot is 4.2625 acres ±, and has 543 spaces. Though the lease & amendments between GGC and Aetna are provided, all payment information is redacted. In addition to base rent, Aetna is responsible for maintenance, utilities, snow & ice removal, sweeping, security, and “any taxes or fees assessed against and paid by Landlord (GCC) arising out of Tenant (Aetna) permitting third parties to use the premises as a parking facility.” The GGC lease expires 11/30/2016.

The City lot is 48,890 sq.ft. and has 143 spaces. The lease with Aetna has a 30 year term expiring 5/31/2037. Rental rate is redacted from copy provided. Aetna is responsible for property taxes. The City agency issuing the lease is the Greater Hartford Flood Commission, and any alterations or improvements require the approval of same continued use of adjacent surface parking lots at Park Place and 1 Sigourney Street, Hartford. Staff recommended approval of this renewal for the purposes of providing parking until the relocation of employees from 25 Sigourney Street is complete.

**ARCHITECT-ENGINEER - UNFINISHED BUSINESS**

**PRB#** 14-241 **Transaction/Contract Type:** AE / Amendment  
**Project Number:** BI-RT-841 **Origin/Client:** DCS/DOE  
**Contract:** BI-RT-841-ARC  
**Consultant:** S/L/A/M Collaborative, Inc.  
**Property:** H.H. Ellis Technical High School, Danielson  
**Project Purpose:** Campus Additions and Renovations to H.H. Ellis Technical High School  
**Item Purpose:** Contract Amendment #5 to compensate the consultant for extended MEP Construction Administration Services, a revised move management scope additional structural engineering related to various client agency requests and project design modifications.

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Staff provided the Board the additional information and response from DCS and the consultant as part of the Board's previous suspension of this file. Board Members commented that the response does not appear to address the original concerns identified by the Board which were as follows:

- *Approximately \$62K of this request is related to Additional MEP CA Services for the review of Change Orders as identified in Contract Amendment #5. This revised submission does not appear to respond to the initial question as to how this is different than the contractual responsibility to review Change Orders and RFIs as identified and approved in the base contract. The base contract for DTC as a sub-consultant to S/L/A/M included \$215,000 in MEP Bidding and CA support.*
- *While DCS has stated they were unaware that a request for additional compensation was identified until contract Amendment #4; it should be noted that the sub-consultant stated that the scope of services started in November 2012. Since that time DCS has received from the consultant and submitted to SPRB; Commission Letter #7, Contract Amendment #4 and Commission Letter #8 which could have provided the consultant an opportunity to incorporate this request into a fee proposal*

Board members directed SPRB Staff address these concerns once again with DCS.

### ARCHITECT-ENGINEER – NEW BUSINESS

<b>PRB#</b>	<b>14-277</b>	<b>Transaction/Contract Type:</b>	AE / Task Letter
<b>Project Number:</b>	BI-C-283	<b>Origin/Client:</b>	DCS/MD
<b>Contract:</b>	OC-DPW-MDE-0025		
<b>Consultant:</b>	BL Companies Connecticut, Inc.		
<b>Property:</b>	Middletown Veterans Cemetery, 317 Bow Lane, Middletown		
<b>Project Purpose:</b>	Middletown Veterans Cemetery Expansion and Improvements Project		
<b>Item Purpose:</b>	Task Letter #3B to compensate the consultant for additional site survey and design services.		

SPRB Staff reported that the scope of this project involves the design and construction administration for various improvements throughout the Veterans Cemetery in Middletown. The improvements will include the design and construction of a new columbarium which is required based on concerns that the DVA may no longer have the space for the burial of veterans and spouses after the Year 2020. In addition the scope of the project will include the renovation of the existing Administration Building which includes the Finance Office and Chapel. The scope of this work is envisioned to include all of the required improvements to meet current ADA standards. Lastly, the project will include the design and construction of a new roadway and associated parking to access the new columbarium. Initial pre-design work including survey, geotechnical engineering and environmental studies was started in January 2014 under a scope of work approved under Task Letter #3. This work is currently ongoing.

**TASK LETTER #3B** is a new task letter and is subject to SPRB approval because it is an extension of TL#3 and TL #3A which was previously approved by SPRB under **PRB File #14-076**. The total Construction Budget for the project will still remain at **\$2,600,000** and the consultant's total fee for the project will be increased from **\$251,838 to 277,638**. As detailed in the scope letter dated October 16, 2014 from BLCC to DCS the scope is intended to compensate the Architect for the following project scope:

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- Completion of a Lot-Line Modification Survey to more clearly delineate the project area under control of the State Department of Veterans Affairs which will be subject to site improvements and expansion as part of the federal grant. BLCC has requested a fee of **\$2,800** for this service.
- Additional design services to address comments and questions from the Federal DVA which were more lengthy than anticipated at the SD, DD and CD document phase. At this time BLCC has only received SD comments. BLCC is proposing to address these comments on T&M basis with an initial budget of **\$23,000**.

SPRB Staff recommended approval of this task letter.

**OTHER BUSINESS**

The Board took the following votes in Open Session:

**PRB FILE #14-242 & #14-243** – Mr. Norman moved and Mr. Valengavich seconded a motion to approve PRB Files #14-242 & #14-243 with the following note; **It is anticipated that DAS Office of Leasing & Property Transfer will provide the Board Quarterly Reports on the progress of this project consistent with the supplemental information provided by DAS and the Lessor.** The motion passed unanimously.

**PRB FILE #14-241** – Mr. Valengavich moved and Mr. Norman seconded a motion to continue the suspension of PRB File #14-241. The motion passed unanimously.

**PRB FILE #14-276**– Mr. Valengavich moved and Mr. Norman seconded a motion to approve PRB File #14-276. The motion passed unanimously.

**PRB FILE #14-277**– Mr. Valengavich moved and Mr. Norman seconded a motion to approve PRB File #14-277. The motion passed unanimously.

The meeting adjourned.

**APPROVED:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
Bruce Josephy, Secretary